

MARGARET DONNELLAN TODD
COUNTY LIBRARIAN

February 20, 2007

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**APPROVAL OF AMENDMENT NO. 2 TO AGREEMENT NO. 74139
AND AMENDMENT NO. 2 TO AGREEMENT NO. 74140
FOR LANDSCAPE AND GROUNDS MAINTENANCE SERVICES
FOR LIBRARY HEADQUARTERS AND AREA 8
(DISTRICTS 1, 4 and 5) (3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and delegate authority to the County Librarian to sign the attached Amendment No. 2 to Agreement Number 74139 with Midori Gardens Landscape Services to extend the term of the agreement on a month-to-month basis not to exceed three months. This amendment shall become effective on April 1, 2007.
2. Approve and delegate authority to the County Librarian to sign the attached Amendment No. 2 to Agreement Number 74140 with Midori Gardens Landscape Services to extend the term of the agreement on a month-to-month basis not to exceed three months. This amendment shall become effective on April 1, 2007.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

This is to recommend that the Board approve an extension of up to three months each to the term of two existing agreements for landscape and grounds maintenance services. Approval of these amendments will allow the Public Library to continue providing landscape and grounds maintenance services for library facilities while completing the solicitation process for the award of new contracts. The affected contracts will expire on March 31, 2007.

Implementation of Strategic Plan Goals

Approval of the recommended amendments is consistent with the County's Strategic Plan in the areas of service excellence, fiscal responsibility, and organizational effectiveness.

FISCAL IMPACT/FINANCING

The estimated cost of the three-months extension for these contracts is \$10,000. The Public Library has sufficient funding available in its operating budget to finance this additional cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The two landscape and grounds maintenance services agreements for Library Headquarters and Area 8, will expire on March 31, 2007. Due to heavy workload demands, staff shortages and turnover, and the unplanned loss of a key staff person to jury duty for two and one-half months, the solicitation process will not be completed before the March 31, 2007 expiration date. Therefore, it is necessary to extend the current agreements on a month-to-month basis for a period not to exceed three months. The contractors have agreed to hold the same terms and conditions, which include all current County mandatory contracting requirements, for the proposed three months extension period.

County Counsel has reviewed and approved the proposed amendments as to form.

CONTRACTING PROCESS

The existing contracts were established through a previous solicitation process and awarded by the Board on September 3, 2002 and expire on March 31, 2007. On December 26, 2006 the Public Library solicited proposals for new contracts. The mandatory proposer's conference was held on January 12, 2007 and we received nine proposals on January 26, 2007. We are currently reviewing those proposals and anticipate completing the solicitation within the three months extension period. In addition, we are amending the current solicitations, consistent with the Board's action on February 6, 2007, to reflect the revised Living Wage rates. The requested extension will allow the Public Library sufficient time to complete the review and evaluation process and recommend new contract awards to the Board without discontinuing service under the current agreements.

The Honorable Board of Supervisors
February 20, 2007
Page 3

IMPACT ON CURRENT SERVICES

Approval of the proposed amendments will assure the continuation of landscape and grounds maintenance services for County Public Library facilities until new contracts can be awarded.

CONCLUSION

Please return a conformed copy of the adopted Board letter to the Public Library and one copy to the Office of the County Counsel.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Margaret Donnellan Todd", followed by a stylized flourish.

Margaret Donnellan Todd
County Librarian

MDT:DF:MR:cs

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Attachments

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors

BY AND BETWEEN MIDORI GARDENS LANDSCAPE SERVICES, AND THE COUNTY OF
LOS ANGELES TO PROVIDE LANDSCAPE AND GROUNDS MAINTENANCE SERVICES
PUBLIC LIBRARY HEADQUARTERS

WHEREAS, the County of Los Angeles, a political subdivision of the State of California, hereinafter referred to as "County", and Midori Gardens Landscape Services, herein referred to as, "Contractor", have entered into Agreement No. 74139 to provide Landscape and Grounds Maintenance Services to the Public Library's Headquarters; and

NOW THEREFORE, the parties hereby agree that Agreement No. 74139 is amended as follows:

- Except as expressly provided in this Amendment No. 2, all provisions, terms and conditions of the Agreement shall remain the same and in full force and effect.

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IN WITNESS WHEREOF, the County and the Contractor have hereunto subscribed their names by and through their officers thereunto duly authorized, as of the day, month, and year hereinabove first written.

THE COUNTY OF LOS ANGELES

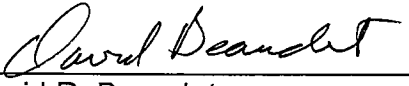
By: _____
Margaret Donnellan Todd
County Librarian

MIDORI GARDENS LANDSCAPE SERVICES

By: _____
Naga Hamamoto
President

APPROVED AS TO FORM:

RAYMOND G. FORTNER, JR.
County Counsel

By: 
David R. Beaudet
Deputy County Counsel

BY AND BETWEEN MIDORI GARDENS LANDSCAPE SERVICES, AND THE COUNTY OF
LOS ANGELES TO PROVIDE LANDSCAPE AND GROUNDS MAINTENANCE SERVICES

THIS AMENDMENT NO. 2 TO AGREEMENT NUMBER 74140 IS MADE AND ENTERED INTO
THIS _____ DAY OF _____, 2007

WHEREAS, County and Contractor desire to amend the Agreement in order to extend the term,

1. Section V, Contract Responsibilities and Requirements, Sub-Section B.3, Extension is hereby added to the Agreement and will read as follows: Effective April 1, 2007, the Agreement is extended on a month-to-month basis not to exceed three months.

/ / / / / / / / / /

IN WITNESS WHEREOF, the County and the Contractor have hereunto subscribed their names by and through their officers thereunto duly authorized, as of the day, month, and year hereinabove first written.

THE COUNTY OF LOS ANGELES


By: _____
Margaret Donnellan Todd
County Librarian

MIDORI GARDENS LANDSCAPE SERVICES

By: _____
Naga Hamamoto
President

APPROVED AS TO FORM:

RAYMOND G. FORTNER, JR.
County Counsel

By: 
David R. Beaudet
Deputy County Counsel